



United States Department of the Interior

OFFICE OF THE SECRETARY
Washington, D.C. 20240

DRAFT OCIO DIRECTIVE 2004-017A

To: Assistant Secretaries
Deputy Assistant Secretaries
Heads of Bureaus and Offices
Bureau Chief Information Officers

From: W. Hord Tipton
Chief Information Officer

Subject: Consolidated Procurement of Digital Narrowband Radios

DEC 05 2003

Purpose:

This directive amends information contained in Office of the Chief Information Officer (OCIO) Bulletin 2004-017. The referenced bulletin outlines procedures that the Department of Interior (DOI) bureaus/offices must follow for planned consolidated radio purchases during FY 2004.

Background:

The Bureau Radio Liaisons reviewed anticipated quantity purchases on the dates listed in the 2004-17 Bulletin during a meeting in October 2003. The group strongly recommends adjusting previous dates to optimize bureau participation and achieve increased discounts. It was also agreed that justifiable emergency purchases by law enforcement activities are exempt from the consolidated buys if approved by the Deputy Assistant Secretary for law enforcement.

Scope:

This directive applies to all Departmental offices and bureaus.

Policy:

All bureaus and offices must follow the guidelines in the OCIO Bulletin 2004-017, Subject: Consolidated Procurement of Digital Narrowband Radios to Purchase Digital Narrowband Equipment. This directive amends that previous guidance. All bureaus/offices are required to participate in the consolidated purchases scheduled on the following dates during FY 2004:

January 15-30, 2004

May 1-15, 2004

August 15-30, 2004

The radio buys will follow procedures established in the OCIO Bulletin 2004-017. Exemptions to these dates will be granted in situations where law enforcement/firefighting activities require immediate radio equipment purchases because of justified urgent mission requirements. These requirements must be reported to the OCIO Telecommunications Systems Division Chief (TSD) in writing as soon as possible. Any deviation from this policy must be approved by the OCIO TSD Chief. If you have questions concerning this policy, please contact the Bureau Radio Liaison listed below.

BLM	Russell Sveda	303-236-2315
FWS	Noel Newburg	303-275-2401
NPS	Jim Wolf	303-969-2084
BOR	Glen Cascino	267-767-3229
BIA	Jose Moreno	505-346-6511
USGS	Robert "Skip" Dutrow	703-648-7017

Other bureaus and offices should contact Arthur Nelson, the OCIO Narrowband Program Manager, at (202) 208-3939.

cc: Bureau Deputy Chief Information Officers
Bureau Procurement Chiefs
Telecommunications Managers
Bureau Radio Liaisons